

**SOLICITATION  
for  
CMR SHOWER and ANNEX I TOILET RENOVATION  
(STU150-15-Q-3006, PR4020225)**

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<b>SOLICITATION, OFFER, AWARD</b> <i>(Construction, Alteration, or Repair)</i> <b>SF1442</b>	1. SOLICITATION NO. <b>STU150-15-Q-3006</b>	2. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	3. DATE ISSUED 02/03/15	PAGE of PAGES 2 / 43
<b>IMPORTANT - The "offer" section on the reverse must be fully completed by offeror.</b>				
4. CONTRACT NO.	5. REQUISITION/PURCHASE REQUEST NO. <b>PR4020225</b>	6. PROJECT NO.		
7. ISSUED BY AMERICAN EMBASSY Ataturk Bul No. 110, K.Dere, Ankara	CODE	8. ADDRESS OFFER TO AMERICAN EMBASSY 314. Sok. Nno.11, Kirkkonaklar, Ankara		
9. INFORMATION CALL:	A. NAME Meral Yalhi, Michael Fundahn	B. TELEPHONE NO. <i>(Include area code)</i> <b>(NO COLLECT CALLS)</b> 455-5555 ext. 7344		

### SOLICITATION

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder."

10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS  
*(Title, identifying no., date):*

### PROJECT

for

### CMR SWIMMING POOL'S SHOWER AREA and ANNEX I TOILET RENOVATION

11. The Contractor shall begin performance within 10 calendar days and complete it within the approved number of calendar days after receiving the notice to proceed. This performance period is mandatory after award.

12A. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	12B. CALENDAR DAYS 5 days
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#### 13. ADDITIONAL SOLICITATION REQUIREMENTS:

. Sealed offers in original and 2 copies to perform the work required are due at the place specified in Item 8 by 10:00 (hour) local time **02/26/15** for the offer.

If this is a sealed bid solicitation, offers must be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time offers are due.

An offer guarantee ☐ is, ☒ is not required.

All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by reference.

Offers providing less than 30 calendar days for Government acceptance after the date offers are due will not be considered and will be rejected.

**OFFER** (Must be fully completed by offeror)

14. NAME AND ADDRESS OF OFFEROR (Include ZIP Code)		15. TELEPHONE NO. (Include area code) Tel.: ; Fax:	
CODE		16. REMITTANCE ADDRESS (Include only if different than Item 14)	
FACILITY CODE			

17. The offeror agrees to perform the work at the prices specified below in strict accordance with the terms of this solicitation, if this offer is accepted by the Government within an approved no. of calendar days after the date offers are due.

**AMOUNTS**

18. The offeror agrees to furnish any required performance and payment bonds.

**19. ACKNOWLEDGMENT OF AMENDMENTS**

The offeror acknowledges receipt of amendments to the solicitation -- give number and date of each

AMENDMENT NO.									
DATE									
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)					20B. SIGNATURE				20C. OFFER DATE

**AWARD** (To be completed by Government)

21. ITEMS ACCEPTED:

all items

22. AMOUNT	23. ACCOUNTING AND APPROPRIATION DATA	
24. SUBMIT INVOICES TO ADDRESS SHOWN IN (3 copies unless otherwise specified)	ITEM —	25. OTHER THAN FULL AND OPEN COMPETITION PURSUANT TO <input type="checkbox"/> 10 U.S.C. 2304(c)( )
26. ADMINISTERED BY	CODE	27. PAYMENT WILL BE MADE BY

**CONTRACTING OFFICER WILL COMPLETE ITEM 28 OR 29 AS APPLICABLE**

<input type="checkbox"/> 28. NEGOTIATED AGREEMENT (Contractor is required to sign this document and return 2 copies to issuing office) Contractor agrees to furnish and deliver all items or perform all work, requisitions identified on this form and any continuation sheets for the consideration slated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations, certifications, and specifications or incorporated by reference in or attached to this contract.		<input type="checkbox"/> 29. AWARD Your offer on this solicitation is hereby accepted as to the items listed. This award consummates the contract, which consists of (a) the Government solicitation and your offer, and (b) this contract award. No further contractual document is necessary.	
30A. NAME AND TITLE OF CONTRACTOR OR PERSON AUTHORIZED TO SIGN (Type or print)		31A. NAME OF CONTRACTING OFFICER (Type or print) <b>MICHAEL J. FUNDAHN</b>	
30B. SIGNATURE	30C. DATE	31B. UNITED STATES OF AMERICA BY	31C. AWARD DATE

## REQUEST FOR QUOTATIONS - CONSTRUCTION

### A. PRICE

The Contractor shall complete all work, including furnishing all labor, material, equipment and services required under this purchase order for the following firm fixed price and within the time specified. This price shall include all labor, materials, all insurances, overhead and profit.

Total Price (including all labor, materials, overhead and profit)	
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VALUE ADDED TAX (VAT). The Government will not reimburse the Contractor for VAT under this contract. The Contractor shall not include a line for VAT on Invoices as the U.S. Embassy has a tax exemption certificate with the host government.

### B. SCOPE OF WORK

The character and scope of the work are set forth in the contract. The Contractor shall furnish and install all materials required by this contract.

In case of differences between small and large-scale drawings, the latter will govern. Where a portion of the work is drawn in detail and the remainder of the work is indicated in outline, the parts drawn in detail shall apply also to all other portions of the work.

### C. PACKAGING AND MARKING

Mark materials delivered to the site as follows:  
U.S. EMBASSY in ANKARA  
Ataturk Bul. No. 110, Ankara

### D. INSPECTION AND ACCEPTANCE

The COR, or his/her authorized representatives, will inspect from time to time the services being performed and the supplies furnished to determine whether work is being performed in a satisfactory manner, and that all supplies are of acceptable quality and standards.

The Contractor shall be responsible for any countermeasures or corrective action, within the scope of this contract, which may be required by the Contracting Officer as a result of such inspection.

#### D.1 SUBSTANTIAL COMPLETION

(a) "*Substantial Completion*" means the stage in the progress of the work as determined and certified by the Contracting Officer in writing to the Contractor, on which the work (or a portion designated by the Government) is sufficiently complete and satisfactory. Substantial completion means that the property may be occupied or used for the purpose for which it is intended, and only minor items such as touch-up, adjustments, and minor replacements or installations remain to be completed or corrected which:

- (1) do not interfere with the intended occupancy or utilization of the work, and
- (2) can be completed or corrected within the time period required for final completion.

(b) The "date of substantial completion" means the date determined by the Contracting Officer or authorized Government representative as of which substantial completion of the work has been achieved.

Use and Possession upon Substantial Completion - The Government shall have the right to take possession of and use the work upon substantial completion. Upon notice by the Contractor that the work is substantially complete (a Request for Substantial Completion) and an inspection by the Contracting Officer or an authorized Government representative (including any required tests), the Contracting Officer shall furnish the Contractor a Certificate of Substantial Completion. The certificate will be accompanied by a Schedule of Defects listing items of work remaining to be performed, completed or corrected before final completion and acceptance. Failure of the Contracting Officer to list any item of work shall not relieve the Contractor of responsibility for complying with the terms of the contract. The Government's possession or use upon substantial completion shall not be deemed an acceptance of any work under the contract.

## D.2 FINAL COMPLETION AND ACCEPTANCE

D.2.1 "Final completion and acceptance" means the stage in the progress of the work as determined by the Contracting Officer and confirmed in writing to the Contractor, at which all work required under the contract has been completed in a satisfactory manner, subject to the discovery of defects after final completion, and except for items specifically excluded in the notice of final acceptance.

D.2.2 The "*date of final completion and acceptance*" means the date determined by the Contracting Officer when final completion of the work has been achieved, as indicated by written notice to the Contractor.

D.2.3 FINAL INSPECTION AND TESTS. The Contractor shall give the Contracting Officer at least five (5) days advance written notice of the date when the work will be fully completed and ready for final inspection and tests. Final inspection and tests will be started not later than the date specified in the notice unless the Contracting Officer determines that the work is not ready for final inspection and so informs the Contractor.

D.2.4 FINAL ACCEPTANCE. If the Contracting Officer is satisfied that the work under the contract is complete (with the exception of continuing obligations), the Contracting Officer shall issue to the Contractor a notice of final acceptance and make final payment upon:

- Satisfactory completion of all required tests,
- A final inspection that all items by the Contracting Officer listed in the Schedule of Defects have been completed or corrected and that the work is finally complete (subject to the discovery of defects after final completion), and
- Submittal by the Contractor of all documents and other items required upon completion of the work, including a final request for payment (Request for Final Acceptance).

**E. DELIVERIES OR PERFORMANCE**

**52.211-10 COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK (APR 1984)**

The Contractor shall be required to:

- (a) commence work under this contract within 10 calendar days after the date the Contractor receives the notice to proceed,
- (b) prosecute the work diligently, and,
- (c) complete the entire work ready for use not later than the approved number of days after NTP.

The time stated for completion shall include final cleanup of the premises.

**52.211-12 LIQUIDATED DAMAGES - CONSTRUCTION (SEPT 2000)**

(a) If the Contractor fails to complete the work within the time specified in the contract, or any extension, the Contractor shall pay liquidated damages to the Government in the amount of **\$216.67** for each calendar day of delay until the work is completed or accepted.

(b) If the Government terminates the Contractor's right to proceed, liquidated damages will continue to accrue until the work is completed. These liquidated damages are in addition to excess costs of repurchase under the Default clause.

**CONTRACTOR'S SUBMISSION OF CONSTRUCTION SCHEDULES**

(a) The time for submission of the schedules referenced in FAR 52.236-15, "Schedules for Construction Contracts", paragraph (a), is hereby modified to reflect the due date for submission as 5 calendar days after receipt of an executed contract".

(b) These schedules shall include the time by which shop drawings, product data, samples and other submittals required by the contract will be submitted for approval.

(c) The Contractor shall revise such schedules (1) to account for the actual progress of the work, (2) to reflect approved adjustments in the performance schedule, and (3) as required by the Contracting Officer to achieve coordination with work by the Government and any separate contractors used by the Government. The Contractor shall submit a schedule, which sequences work so as to minimize disruption at the job site.

(d) All deliverables shall be in the English language and any system of dimensions (English or metric) shown shall be consistent with that used in the contract. No extension of time shall be allowed due to delay by the Government in approving such deliverables if the Contractor has failed to act promptly and responsively in submitting its deliverables. The Contractor shall identify each deliverable as required by the contract.

(e) Acceptance of Schedule: When the Government has accepted any time schedule; it shall be binding upon the Contractor. The completion date is fixed and may be extended only by a written contract modification signed by the Contracting Officer. Acceptance or approval of any schedule or revision thereof by the Government shall not:

- (1) Extend the completion date or obligate the Government to do so,
- (2) Constitute acceptance or approval of any delay, or
- (3) Excuse the Contractor from or relieve the Contractor of its obligation to maintain the progress of the work and achieve final completion by the established completion date.

### NOTICE OF DELAY

If the Contractor receives a notice of any change in the work, or if any other conditions arise which are likely to cause or are actually causing delays which the Contractor believes may result in late completion of the project, the Contractor shall notify the Contracting Officer. The Contractor's notice shall state the effect, if any, of such change or other conditions upon the approved schedule, and shall state in what respects, if any, the relevant schedule or the completion date should be revised. The Contractor shall give such notice promptly, not more than ten (10) days after the first event giving rise to the delay or prospective delay. Only the Contracting Officer may make revisions to the approved time schedule.

### NOTICE TO PROCEED

(a) After receiving and accepting any bonds or evidence of insurance, the Contracting Officer will provide the Contractor a Notice to Proceed. The Contractor must then prosecute the work, commencing and completing performance not later than the time period established in the contract.

(b) It is possible that the Contracting Officer may elect to issue the Notice to Proceed before receipt and acceptance of any bonds or evidence of insurance. Issuance of a Notice to Proceed by the Government before receipt of the required bonds or insurance certificates or policies shall not be a waiver of the requirement to furnish these documents.

### WORKING HOURS

All work shall be performed during from Monday to Friday at the hours of **8:00 until 17:00**. Other hours, if requested by the Contractor, may be approved by the Contracting Officer's Representative (COR). The Contractor shall give 24 hours in advance to COR who will consider any deviation from the hours identified above. Changes in work hours, initiated by the Contractor, will not be a cause for a price increase.

### PRECONSTRUCTION CONFERENCE

If necessary, a preconstruction conference will be held 10 days after contract award at a future time and place to discuss the schedule, submittals, notice to proceed, mobilization and other important issues that effect construction progress. See FAR 52.236-26, Preconstruction Conference.

DELIVERABLES - The following items shall be delivered under this contract:			
<u>Description</u>	<u>Quantity</u>	<u>Deliver Date</u>	<u>Deliver To</u>
Section G. Securities/Insurance	1	10 days after award	CO
Section E. Construction Schedule	1	10 days after award	COR
Section E. Preconstruction Conference	1	10 days after award	COR
Section G. Personnel Biographies	1	10 days after award	COR
Section F. Payment Request	1	Last calendar day of each month	COR
Section D. Request for Substantial Completion	1	15 days before inspection	COR
Section D. Request for Final Acceptance	1	5 days before inspection	COR

**F. ADMINISTRATIVE DATA**

**652.242-70 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (AUG 1999)**

(a) The Contracting Officer may designate in writing one or more Government employees, by name or position title, to take action for the Contracting Officer under this contract. Each designee shall be identified as a Contracting Officer's Representative (COR). Such designation(s) shall specify the scope and limitations of the authority so delegated; provided, that the designee shall not change the terms or conditions of the contract, unless the COR is a warranted Contracting Officer and this authority is delegated in the designation.

(b) The COR for this contract is Robert Warner and Erhan Uzun.

Payment: The Contractor's attention is directed to Section H, 52.232-5, "Payments Under Fixed-Price Construction Contracts". The following elaborates on the information contained in that clause.

Requests for payment, may be made no more frequently than monthly. Payment requests shall cover the value of labor and materials completed and in place, including a prorated portion of overhead and profit.

After receipt of the Contractor's request for payment, and on the basis of an inspection of the work, the Contracting Officer shall make a determination as to the amount, which is then due. If the Contracting Officer does not approve payment of the full amount applied for, less the retainage allowed by in 52.232-5, the Contracting Officer shall advise the Contractor as to the reasons.

Under the authority of 52.232-27(a), the 14 day period identified in FAR 52.232-27(a)(1)(i)(A) is hereby changed to 30 days.

U.S. EMBASSY in ANKARA  
FMC (via Facilities Maintenance Unit)  
314. Sok. No. 11, Kirkkonaklar, Ankara

**G. SPECIAL REQUIREMENTS**

**G.1.0 PERFORMANCE/PAYMENT PROTECTION** - The Contractor shall furnish some form of payment protection as described in 52.228-13 in the amount of 20% of the contract price. A bank guarantee or irrevocable letters of credit can be used.

**G.1.1** The Contractor shall provide the information required by the paragraph above within ten (10) calendar days after award. Failure to timely submit the required security may result in rescinding or termination of the contract by the Government. If the contract is terminated, the Contractor will be liable for those costs as described in FAR 52.249-10, Default (Fixed-Price Construction), which is included in this purchase order.

**G.1.2** The bonds or alternate performance security shall guarantee the Contractor's execution and completion of the work within the contract time. This security shall also guarantee the correction of any defects after completion, the payment of all wages and other amounts payable by the Contractor under its subcontracts or for labor and materials, and the satisfaction or removal of any liens or encumbrances placed on the work.



G.1.3 The required securities shall remain in effect in the full amount required until final acceptance of the project by the Government. Upon final acceptance, the penal sum of the performance security shall be reduced to 10% of the contract price. The security shall remain in effect for one year after the date of final completion and acceptance, and the Contractor shall pay any premium required for the entire period of coverage.

G.2.0 INSURANCE - The Contractor is required by FAR 52.228-5, "Insurance - Work on a Government Installation" to provide whatever insurance is legally necessary. The Contractor shall at its own expense provide and maintain during the entire performance period the following insurance amounts:

G.2.1 GENERAL LIABILITY (includes premises/operations, collapse hazard, products, completed operations, contractual, independent contractors, broad form property damage, personal injury):

(1) BODILY INJURY, ON OR OFF THE SITE, IN U.S. DOLLARS	
Per Occurrence	\$10,000
Cumulative	\$100,000
(2) PROPERTY DAMAGE, ON OR OFF THE SITE, IN U.S. DOLLARS	
Per Occurrence	\$5,000
Cumulative	\$75,000

G.2.2 The foregoing types and amounts of insurance are the minimums required. The Contractor shall obtain any other types of insurance required by local law or that are ordinarily or customarily obtained in the location of the work. The limit of such insurance shall be as provided by law or sufficient to meet normal and customary claims.

G.2.3 The Contractor agrees that the Government shall not be responsible for personal injuries or for damages to any property of the Contractor, its officers, agents, servants, and employees, or any other person, arising from and incident to the Contractor's performance of this contract. The Contractor shall hold harmless and indemnify the Government from any and all claims arising therefrom, except in the instance of gross negligence on the part of the Government.

G.2.4 The Contractor shall obtain adequate insurance for damage to, or theft of, materials and equipment in insurance coverage for loose transit to the site or in storage on or off the site.

G.2.5 The general liability policy required of the Contractor shall name "the United States of America, acting by and through the Department of State", as an additional insured with respect to operations performed under this contract.

### G.3.0 DOCUMENT DESCRIPTIONS

G.3.1 SUPPLEMENTAL DOCUMENTS: The Contracting Officer shall furnish from time to time such detailed drawings and other information as is considered necessary, in the opinion of the Contracting Officer, to interpret, clarify, supplement, or correct inconsistencies, errors or

omissions in the Contract documents, or to describe minor changes in the work not involving an increase in the contract price or extension of the contract time. The Contractor shall comply with the requirements of the supplemental documents, and unless prompt objection is made by the Contractor within 20 days, their issuance shall not provide for any claim for an increase in the Contract price or an extension of contract time.

G.3.1.1. RECORD DOCUMENTS. The Contractor shall maintain at the project site:

- (1) a current marked set of Contract drawings and specifications indicating all interpretations and clarification, contract modifications, change orders, or any other departure from the contract requirements approved by the Contracting Officer; and,
- (2) a complete set of record shop drawings, product data, samples and other submittals as approved by the Contracting Officer.

G.3.1.2. "As-Built" Documents: After final completion of the work, but before final acceptance thereof, the Contractor shall provide:

- (1) a complete set of "as-built" drawings, based upon the record set of drawings, marked to show the details of construction as actually accomplished; and,
- (2) record shop drawings and other submittals, in the number and form as required by the specifications.

G.4.0 LAWS AND REGULATIONS - The Contractor shall, without additional expense to the Government, be responsible for complying with all laws, codes, ordinances, and regulations applicable to the performance of the work, including those of the host country, and with the lawful orders of any governmental authority having jurisdiction. Host country authorities may not enter the construction site without the permission of the Contracting Officer. Unless otherwise directed by the Contracting Officer, the Contractor shall comply with the more stringent of the requirements of such laws, regulations and orders and of the contract. In the event of a conflict between the contract and such laws, regulations and orders, the Contractor shall promptly advise the Contracting Officer of the conflict and of the Contractor's proposed course of action for resolution by the Contracting Officer.

G.4.1 The Contractor shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety, and similar matters, to the extent that such compliance is not inconsistent with the requirements of this contract.

G.4.2 The Contractor shall give written assurance to the Contracting Officer that all subcontractors and others performing work on or for the project have obtained all requisite licenses and permits.

G.4.3 The Contractor shall submit proper documentation and evidence satisfactory to the Contracting Officer of compliance with this clause.

G.5.0 CONSTRUCTION PERSONNEL - The Contractor shall maintain discipline at the site and at all times take all reasonable precautions to prevent any unlawful, riotous, or disorderly conduct by or among those employed at the site. The Contractor shall ensure the preservation of peace and protection of persons and property in the neighborhood of the project against such action. The Contracting Officer may require, in writing that the Contractor remove from the work any employee that the Contracting Officer deems incompetent, careless, insubordinate or otherwise objectionable, or whose continued employment on the project is deemed by the Contracting Officer

to be contrary to the Government's interests.

G.5.1 If the Contractor has knowledge that any actual or potential labor dispute is delaying or threatens to delay the timely performance of this contract, the Contractor shall immediately give notice, including all relevant information, to the Contracting Officer.

G.5.2 After award, the Contractor has ten calendar days to submit to the Contracting Officer a list of workers and supervisors assigned to this project for the Government to conduct all necessary security checks. It is anticipated that security checks will take **6-8 weeks** to perform. For each individual the list shall include:

Full Name  
Place and Date of Birth  
Current Address  
Identification number (Kimlik numarası)

Failure to provide any of the above information may be considered grounds for rejection and/or resubmittal of the application. Once the Government has completed the security screening and approved the applicants a badge will be provided to the individual for access to the site. This badge may be revoked at any time due to the falsification of data, or misconduct on site.

G.5.3 The Contractor shall provide an English speaking supervisor on site at all times. This position is considered as key personnel under this purchase order.

G.6.0 MATERIALS AND EQUIPMENT - All materials and equipment incorporated into the work shall be new and for the purpose intended, unless otherwise specified. All workmanship shall be of good quality and performed in a skillful manner that will withstand inspection by the Contracting Officer.

G.7.0 SPECIAL WARRANTIES

G.7.1 Any special warranties that may be required under the contract shall be subject to the stipulations set forth in 52.246-21, "Warranty of Construction", as long as they are not in conflict.

G.7.2 The Contractor shall obtain and furnish to the Government all information required to make any subcontractor's, manufacturer's, or supplier's guarantee or warranty legally binding and effective. The Contractor shall submit both the information and the guarantee or warranty to the Government in sufficient time to permit the Government to meet any time limit specified in the guarantee or warranty, but not later than completion and acceptance of all work under this contract.

G.8.0 EQUITABLE ADJUSTMENTS

Any circumstance for which the contract provides an equitable adjustment that causes a change within the meaning of paragraph (a) of the "Changes" clause shall be treated as a change under that clause; provided, that the Contractor gives the Contracting Officer prompt written notice (within 20 days) stating:

- (a) the date, circumstances, and applicable contract clause authorizing an equitable adjustment and
- (b) that the Contractor regards the event as a changed condition for which an equitable adjustment is allowed under the contract

The Contractor shall provide written notice of a differing site condition within 10 calendar days of occurrence following FAR 52.236-2, Differing Site Conditions.

#### G.9.0 ZONING APPROVALS AND PERMITS

The Government shall be responsible for:

- obtaining proper zoning or other land use control approval for the project
- obtaining the approval of the Contracting Drawings and Specifications
- paying fees due for the foregoing; and,
- for obtaining and paying for the initial building permits.

## H. CLAUSES

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): <http://www.acquisition.gov/far/> or <http://farsite.hill.af.mil/vffara.htm>. Please note these addresses are subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the locations indicated above, use the Department of State Acquisition website at <http://www.statebuy.state.gov/> to access links to the FAR. You may also use an internet “search engine” (for example, Google, Yahoo, Excite) to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation clause(s) is/are incorporated by reference (48 CFR CH. 1):

<u>CLAUSE</u>	<u>TITLE AND DATE</u>
52.202-1	DEFINITIONS (NOV 2013)
52.204-9	PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL(JAN 2011)
52.204-10	REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (JULY 2013)
52.204-12	DATA UNIVERSAL NUMBERING SYSTEM NUMBER MAINTENANCE(DEC 2012)
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (JULY 2013)
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED OR PROPOSED FOR DEBARMENT (AUG 2013)
52.209-9	UPDATES OF INFORMATION REGARDING RESPONSIBILITY MATTERS (JULY 2013)
52.213-4	TERMS AND CONDITIONS –SIMPLIFIED ACQUISITIONS (OTHER THAN COMMERCIAL ITEMS) (JULY 2014)
52.216-7	ALLOWABLE COST AND PAYMENT (JUN 2013)
52.222-1	NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (FEB 1997)
52.222-19	CHILD LABOR – COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2014)
52.222-50	COMBATING TRAFFICKING IN PERSONS (FEB 2009)
52.223-18	ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING (AUG 2011)
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES (JUNE 2008)
52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND TRANSLATION OF CONTRACT (FEB 2000)

- 52.225-19 CONTRACTOR PERSONNEL IN A DESIGNATED OPERATIONAL AREA OR SUPPORTING A DIPLOMATIC MISSION OUTSIDE THE UNITED STATES (MAR 2008)
- 52.228-4 WORKERS' COMPENSATION AND WAR-HAZARD INSURANCE OVERSEAS (APR 1984)
- 52.228-5 INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)
- 52.228-11 PLEDGES OF ASSETS (JAN 2012)
- 52.228-13 ALTERNATIVE PAYMENT PROTECTION (JULY 2000)
- 52.228-14 IRREVOCABLE LETTER OF CREDIT (MAY 2014)
- 52.229-6 TAXES - FOREIGN FIXED-PRICE CONTRACTS (FEB 2013)
- 52.229-7 TAXES- FIXED PRICE CONTRACTS WITH FOREIGN GOVERNMENTS (FEB 2013)
- 52.232-5 PAYMENTS UNDER FIXED-PRICE CONSTRUCTION CONTRACTS (MAY 2014)
- 52.232-8 DISCOUNTS FOR PROMPT PAYMENT (FEB 2002)
- 52.232-11 EXTRAS (APR 1984)
- 52.232-18 AVAILABILITY OF FUNDS (APR 1984)
- 52.232-22 LIMITATION OF FUNDS (APR 1984)
- 52.232-25 PROMPT PAYMENT (JULY 2013)
- 52.232-27 PROMPT PAYMENT FOR CONSTRUCTION CONTRACTS (MAY 2014)
- 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER - SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
- 52.232-34 PAYMENT BY ELECTRONIC FUNDS TRANSFER – OTHER THAN SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
- 52.233-1 DISPUTES (MAY 2014) *Alternate I (DEC 1991)*
- 52.233-3 PROTEST AFTER AWARD (AUG 1996)
- 52.236-2 DIFFERING SITE CONDITIONS (APR 1984)
- 52.236-3 SITE INVESTIGATION AND CONDITIONS AFFECTING THE WORK (APR 1984)
- 52.236-5 MATERIAL AND WORKMANSHIP (APR 1984)
- 52.236-6 SUPERINTENDENCE BY THE CONTRACTOR (APR 1984)
- 52.236-7 PERMITS AND RESPONSIBILITIES (NOV 1991)
- 52.236-8 OTHER CONTRACTS (APR 1984)
- 52.236-9 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS (APR 1984)
- 52.236-10 OPERATIONS AND STORAGE AREAS (APR 1984)

- 52.236-11 USE AND POSSESSION PRIOR TO COMPLETION (APR 1984)
- 52.236-12 CLEANING UP (APR 1984)
- 52.236-14 AVAILABILITY AND USE OF UTILITY SERVICES (APR 1984)
- 52.236-15 SCHEDULES FOR CONSTRUCTION CONTRACTS (APR 1984)
- 52.236-21 SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION (FEB 1997)
- 52.236-26 PRECONSTRUCTION CONFERENCE (FEB 1995)
- 52.242-14 SUSPENSION OF WORK (APR 1984)
- 52.243-4 CHANGES (JUN 2007)
- 52.243-5 CHANGES AND CHANGED CONDITIONS (APR 1984)
- 52.244-6 SUBCONTRACTS FOR COMMERCIAL ITEMS (JULY 2014)
- 52.245-2 GOVERNMENT PROPERTY INSTALLATION OPERATION SERVICES (APR 2012)
- 52.245-9 USE AND CHARGES (APR 2012)
- 52.246-12 INSPECTION OF CONSTRUCTION (AUG 1996)
- 52.246-17 WARRANTY OF SUPPLIES OF A NONCOMPLEX NATURE (JUN 2003)
- 52.246-21 WARRANTY OF CONSTRUCTION (MAR 1994)
- 52.249-2 TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE)  
(APR 2012) *Alternate I (SEPT 1996)*
- 52.249-10 DEFAULT (FIXED-PRICE CONSTRUCTION) (APR 1984)
- 52.249-14 EXCUSABLE DELAYS (APR 1984)

The following Department of State Acquisition Regulation (DOSAR) clause(s) is/are set forth in full text:

652.204-70 DEPARTMENT OF STATE PERSONAL IDENTIFICATION CARD ISSUANCE PROCEDURES (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm> .

(End of clause)

652.229-71 PERSONAL PROPERTY DISPOSITION AT POSTS ABROAD (AUG 1999)

Regulations at 22 CFR Part 136 require that U.S. Government employees and their families do not profit personally from sales or other transactions with persons who are not themselves entitled to exemption from import restrictions, duties, or taxes. Should the Contractor experience importation

or tax privileges in a foreign country because of its contractual relationship to the United States Government, the Contractor shall observe the requirements of 22 CFR Part 136 and all policies, rules, and procedures issued by the chief of mission in that foreign country.

(End of clause)

#### CONTRACTOR IDENTIFICATION (JULY 2008)

Contract performance may require contractor personnel to attend meetings with government personnel and the public, work within government offices, and/or utilize government email.

Contractor personnel must take the following actions to identify themselves as non-federal employees:

- 1) Use an e-mail signature block that shows name, the office being supported and company affiliation (e.g. "John Smith, Office of Human Resources, ACME Corporation Support Contractor");
- 2) Clearly identify themselves and their contractor affiliation in meetings;
- 3) Identify their contractor affiliation in Departmental e-mail and phone listings whenever contractor personnel are included in those listings; and
- 4) Contractor personnel may not utilize Department of State logos or indicia on business cards.

(End of clause)

#### 652.236-70 ACCIDENT PREVENTION (APR 2004)

(a) *General.* The Contractor shall provide and maintain work environments and procedures which will safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to contractor operations and activities; avoid interruptions of Government operations and delays in project completion dates; and, control costs in the performance of this contract. For these purposes, the Contractor shall:

- (1) Provide appropriate safety barricades, signs and signal lights;
- (2) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and,
- (3) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for this purpose are taken.
- (4) For overseas construction projects, the Contracting Officer shall specify in writing additional requirements regarding safety if the work involves:
  - (i) Scaffolding;
  - (ii) Work at heights above two (2) meters;
  - (iii) Trenching or other excavation greater than one (1) meter in depth;
  - (iv) Earth moving equipment;
  - (v) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI;
  - (vi) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.);
  - (vii) Hazardous materials – a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive or unstable, or any operations which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or



(viii) Hazardous noise levels.

(b) *Records.* The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The Contractor shall report this data in the manner prescribed by the Contracting Officer.

(c) *Subcontracts.* The Contractor shall be responsible for its subcontractors' compliance with this clause.

(d) *Written program.* Before commencing work, the Contractor shall:

(1) Submit a written plan to the Contracting Officer for implementing this clause. The plan shall include specific management or technical procedures for effectively controlling hazards associated with the project; and,

(2) Meet with the Contracting Officer to discuss and develop a mutual understanding relative to administration of the overall safety program.

(e) *Notification.* The Contracting Officer shall notify the Contractor of any non-compliance with these requirements and the corrective actions required. This notice, when delivered to the Contractor or the Contractor's representative on site, shall be deemed sufficient notice of the non-compliance and corrective action required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any suspension of work order issued under this clause.

(End of clause)

#### 652.242-73 AUTHORIZATION AND PERFORMANCE (AUG 1999)

(a) The Contractor warrants the following:

(1) That it has obtained authorization to operate and do business in the country or countries in which this contract will be performed;

(2) That it has obtained all necessary licenses and permits required to perform this contract; and,

(3) That it shall comply fully with all laws, decrees, labor standards, and regulations of said country or countries during the performance of this contract.

(b) If the party actually performing the work will be a subcontractor or joint venture partner, then such subcontractor or joint venture partner agrees to the requirements of paragraph (a) of this clause.

(End of clause)

#### 652.243-70 NOTICES (AUG 1999)

Any notice or request relating to this contract given by either party to the other shall be in writing. Said notice or request shall be mailed or delivered by hand to the other party at the address provided in the schedule of the contract. All modifications to the contract must be made in writing by the Contracting Officer.

(End of clause)

**I. LIST OF ATTACHMENTS**

ATTACHMENT NUMBER	DESCRIPTION OF ATTACHMENT	NUMBER OF PAGES
Attachment 1	Statement of Work	11
Attachment 2	Sample Bank Letter of Guaranty	1
Attachment 3	Breakdown of Price by Divisions of Specifications	1
Attachment 4	List of Holidays	1

## **J. QUOTATION INFORMATION**

### **A. QUALIFICATIONS OF OFFERORS**

Offerors/quoters must be technically qualified and financially responsible to perform the work described in this solicitation. At a minimum, each Offeror/Quoter must meet the following requirements:

- (1) Be able to understand written and spoken English;
- (2) Have an established business with a permanent address and telephone listing;
- (3) Be able to demonstrate prior construction experience with suitable references;
- (4) Have the necessary personnel, equipment and financial resources available to perform the work;
- (5) Have all licenses and permits required by local law;
- (6) Meet all local insurance requirements;
- (7) Have the ability to obtain or to post adequate performance security, such as bonds, irrevocable letters of credit or guarantees issued by a reputable financial institution;
- (8) Have no adverse criminal record; and
- (9) Have no political or business affiliation which could be considered contrary to the interests of the United States.

### **B. SUBMISSION OF QUOTATIONS**

This solicitation is for the performance of the construction services described in SCOPE OF WORK, and the Attachments which are a part of this request for quotation.

Each quotation must consist of the following:		
VOLUME	TITLE	NUMBER OF COPIES*
I	Standard Form 1442 including a completed Attachment 4, "BREAKDOWN OF PROPOSAL PRICE BY DIVISIONS OF SPECIFICATIONS	2 copies
II	Performance schedule in the form of a "bar chart" and Business Management/Technical Proposal	2 copies
III	Brochure Submittals for all electrical, finishing & plumbing work	2 copies
III	Material Submittals: material samples for ceramic, etc. (not to exceed 15 x 15 cm)	1 each

Submit the complete quotation to the address indicated. If mailed, on Standard Form 18, or if hand-delivered, use the address set forth below:

U.S. EMBASSY in ANKARA  
314. Sok. No.11,  
Kirkkonaklar, Ankara

The Offeror/Quoter shall identify and explain/justify any deviations, exceptions, or conditional assumptions taken with respect to any of the instructions or requirements of this request for quotation in the appropriate volume of the offer.

Volume II: Performance schedule and Business Management/Technical Proposal.

(a) Present the performance schedule in the form of a "bar chart" indicating when the various portions of the work will be commenced and completed within the required schedule. This bar chart shall be in sufficient detail to clearly show each segregable portion of work and its planned commencement and completion date.

(b) The Business Management/Technical Proposal shall be in two parts, including the following information:

Proposed Work Information - Provide the following:

- (1) A list of the names, addresses and telephone numbers of the owners, partners, and principal officers of the Offeror;
- (2) The name and address of the Offeror's field superintendent for this project;
- (3) A list of the names, addresses, and telephone numbers of subcontractors and principal materials suppliers to be used on the project, indicating what portions of the work will be performed by them; and,

Experience and Past Performance - List all contracts and subcontracts your company has held over the past three years for the same or similar work. Provide the following information for each contract and subcontract:

- (1) Customer's name, address, and telephone numbers of customer's lead contract and technical personnel;
- (2) Contract number and type;
- (3) Date of the contract award place(s) of performance, and completion dates; Contract dollar value;
- (4) Brief description of the work, including responsibilities; and
- (5) Any litigation currently in process or occurring within last 5 years.

C. 52.236-27 SITE VISIT (CONSTRUCTION) (FEB 1995)

- (a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the Work, will be included in any contract awarded as a result of this solicitation. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed.
- (b) A site visit has been scheduled for 2/17/15 at 2:00 p.m.
- (c) Participants will meet at U.S. Embassy, Ataturk Bul., No. 110, Ankara.

D. MAGNITUDE OF CONSTRUCTION PROJECT

It is anticipated that the range in price of this contract will be: **under \$150,000.**

E. LATE QUOTATIONS. Late quotations shall be handled in accordance with FAR.

F. 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates the following provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text

of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer.

Also, the full text of a solicitation provision may be accessed electronically at: <http://acquisition.gov/far/index.html/> or <http://farsite.hill.af.mil/vffara.htm>. Please note these addresses are subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the locations indicated above, use the Department of State Acquisition website at <http://www.statebuy.state.gov> to access the link to the FAR, or use of an Internet "search engine" (for example, Google, Yahoo or Excite) is suggested to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation provisions are incorporated by reference (48 CFR CH. 1):

<u>PROVISION</u>	<u>TITLE AND DATE</u>
52.204-6	DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JULY 2013)
52.204-7	SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
52.214-34	SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE (APR 1991)
52.215-1	INSTRUCTIONS TO OFFERORS--COMPETITIVE ACQUISITION (JAN 2004)

#### **K. EVALUATION CRITERIA**

Award will be made to the lowest priced, acceptable, responsible quoter. The Government reserves the right to reject quotations that are unreasonably low or high in price.

The Government will determine acceptability by assessing the offeror's compliance with the terms of the RFQ. The Government will determine responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:

- ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- satisfactory record of integrity and business ethics;
- necessary organization, experience, and skills or the ability to obtain them;
- necessary equipment and facilities or the ability to obtain them; and
- otherwise, qualified and eligible to receive an award under applicable laws and regulations.

**SECTION L - REPRESENTATIONS, CERTIFICATIONS AND  
OTHER STATEMENTS OF OFFERORS OR QUOTERS**

**L.1 52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)**

(a) Definitions.

"Common parent", as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Taxpayer Identification Number (TIN)", as used in this provision, means the number required by the IRS to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

- (b) All offerors must submit the information required in paragraphs (d) through (f) of this provision in order to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325 (d), reporting requirements of 26 USC 6041, 6041A, and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). If the resulting contract is subject to the reporting requirements described in FAR 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.
- (c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 USC 7701( c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.
- (d) Taxpayer Identification Number (TIN).

TIN: \_\_\_\_\_

- ☐ TIN has been applied for.
- ☐ TIN is not required because:
- ☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;
  - ☐ Offeror is an agency or instrumentality of a foreign government;
  - ☐ Offeror is an agency or instrumentality of the Federal Government.

(e) Type of Organization.

- ☐ Sole Proprietorship;
- ☐ Partnership;
- ☐ Corporate Entity (not tax exempt);
- ☐ Corporate Entity (tax exempt);
- ☐ Government Entity (Federal, State or local);
- ☐ Foreign Government;
- ☐ International organization per 26 CFR 1.6049-4;
- ☐ Other \_\_\_\_\_.

(f) Common Parent.

- ☐ Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this clause.
- ☐ Name and TIN of common parent:  
Name \_\_\_\_\_  
TIN \_\_\_\_\_

(End of provision)

L.2 52.204-8 ANNUAL REPRESENTATIONS AND CERTIFICATIONS (MAY 2014)

(a)(1) The North American Industry Classification System (NAICS) code(s) for this acquisition is/are:

**- Construction Management, residential remodeling**

(2) The small business size standard is **\$33.5 Million USD**.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b)(1) If the provision at 52.204-7, System for Award Management, is included in this solicitation, paragraph (d) of this provision applies.

(2) If the provision at 52.204-7 is not included in this solicitation, and the offeror is currently registered in the System for Award Management (SAM), and has completed the Representations and Certifications section of SAM electronically, the offeror may choose to use paragraph (d) of this provision instead of completing the corresponding individual representations and certifications in the solicitation. The offeror shall indicate which option applies by checking one of the following boxes:

[ ] (i) Paragraph (d) applies.

[ ] (ii) Paragraph (d) does not apply and the offeror has completed the individual representations and certifications in the solicitation.

(c)(1) The following representations or certifications in SAM are applicable to this solicitation as indicated:

(i) 52.203-2, Certificate of Independent Price Determination. This provision applies to solicitations when a firm-fixed-price contract or fixed-price contract with economic price adjustment is contemplated, unless—

(A) The acquisition is to be made under the simplified acquisition procedures in Part 13;

(B) The solicitation is a request for technical proposals under two-step sealed bidding procedures; or

(C) The solicitation is for utility services for which rates are set by law or regulation.

(ii) 52.203-11, Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions. This provision applies to solicitations expected to exceed \$150,000.

(iii) 52.204-3, Taxpayer Identification. This provision applies to solicitations that do not include the provision at 52.204-7, System for Award Management.

(iv) 52.204-5, Women-Owned Business (Other Than Small Business). This provision applies to solicitations that—

(A) Are not set aside for small business concerns;

(B) Exceed the simplified acquisition threshold; and

(C) Are for contracts that will be performed in the United States or its outlying areas.

(v) 52.209-2, Prohibition on Contracting with Inverted Domestic Corporations—

Representation. This provision applies to solicitations using funds appropriated in fiscal years 2008, 2009, 2010, or 2012.

(vi) 52.209-5, Certification Regarding Responsibility Matters. This provision applies to solicitations where the contract value is expected to exceed the simplified acquisition threshold.

(vii) 52.214-14, Place of Performance—Sealed Bidding. This provision applies to invitations for bids except those in which the place of performance is specified by the Government.

(viii) 52.215-6, Place of Performance. This provision applies to solicitations unless the place of performance is specified by the Government.

(ix) 52.219-1, Small Business Program Representations (Basic & Alternate I). This provision applies to solicitations when the contract will be performed in the United States or its outlying areas.

(A) The basic provision applies when the solicitations are issued by other than DoD, NASA, and the Coast Guard.

(B) The provision with its Alternate I applies to solicitations issued by DoD, NASA, or the Coast Guard.

(x) 52.219-2, Equal Low Bids. This provision applies to solicitations when contracting by sealed bidding and the contract will be performed in the United States or its outlying areas.

(xi) 52.222-22, Previous Contracts and Compliance Reports. This provision applies to solicitations that include the clause at 52.222-26, Equal Opportunity.

(xii) 52.222-25, Affirmative Action Compliance. This provision applies to solicitations, other than those for construction, when the solicitation includes the clause at 52.222-26, Equal Opportunity.

(xiii) 52.222-38, Compliance with Veterans' Employment Reporting Requirements. This provision applies to solicitations when it is anticipated the contract award will exceed the simplified acquisition threshold and the contract is not for acquisition of commercial items.

(xiv) 52.223-1, Biobased Product Certification. This provision applies to solicitations that require the delivery or specify the use of USDA–designated items; or include the clause at 52.223-2, Affirmative Procurement of Biobased Products Under Service and Construction Contracts.

(xv) 52.223-4, Recovered Material Certification. This provision applies to solicitations that are for, or specify the use of, EPA–designated items.

(xvi) 52.225-2, Buy American Certificate. This provision applies to solicitations containing the clause at 52.225-1.

(xvii) 52.225-4, Buy American—Free Trade Agreements—Israeli Trade Act Certificate. (Basic, Alternates I, II, and III.) This provision applies to solicitations containing the clause at 52.225-3.

(A) If the acquisition value is less than \$25,000, the basic provision applies.

(B) If the acquisition value is \$25,000 or more but is less than \$50,000, the provision with its Alternate I applies.

(C) If the acquisition value is \$50,000 or more but is less than \$79,507, the provision with its Alternate II applies.

(D) If the acquisition value is \$79,507 or more but is less than \$100,000, the provision with its Alternate III applies.

(xviii) 52.225-6, Trade Agreements Certificate. This provision applies to solicitations containing the clause at 52.225-5.

(xix) 52.225-20, Prohibition on Conducting Restricted Business Operations in Sudan—Certification. This provision applies to all solicitations.

(xx) 52.225-25, Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran-Representation and Certifications. This provision applies to all solicitations.

(xxi) 52.226-2, Historically Black College or University and Minority Institution Representation. This provision applies to—



(A) Solicitations for research, studies, supplies, or services of the type normally acquired from higher educational institutions; and

(B) For DoD, NASA, and Coast Guard acquisitions, solicitations that contain the clause at 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns.

(2) The following certifications are applicable as indicated by the Contracting Officer:

\_\_\_ (i) 52.219-22, Small Disadvantaged Business Status.

\_\_\_ (A) Basic.

\_\_\_ (B) Alternate I.

\_\_\_ (ii) 52.222-18, Certification Regarding Knowledge of Child Labor for Listed End Products.

\_\_\_ (iii) 52.222-48, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment- Certification.

X (iv) 52.222-52, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Certification.

\_\_\_ (v) 52.223-9, with its Alternate I, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (Alternate I only).

\_\_\_ (vi) 52.227-6, Royalty Information.

\_\_\_ (A) Basic.

\_\_\_ (B) Alternate I.

\_\_\_ (vii) 52.227-15, Representation of Limited Rights Data and Restricted Computer Software.

(d) The offeror has completed the annual representations and certifications electronically via the SAM website accessed through <https://www.acquisition.gov>. After reviewing the SAM database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in paragraph (c) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below [*offeror to insert changes, identifying change by clause number, title, date*]. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

FAR CLAUSE #	TITLE	DATE	CHANGE

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on SAM.

(End of provision)

### L.3. 52.225-18 PLACE OF MANUFACTURE (SEPT 2006)

(a) *Definitions.* As used in this clause—

“Manufactured end product” means any end product in Federal Supply Classes (FSC) 1000-9999, except—

- (1) FSC 5510, Lumber and Related Basic Wood Materials;
- (2) Federal Supply Group (FSG) 87, Agricultural Supplies;
- (3) FSG 88, Live Animals;
- (4) FSG 89, Food and Related Consumables;
- (5) FSC 9410, Crude Grades of Plant Materials;

- (6) FSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) FSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) FSC 9610, Ores;
- (9) FSC 9620, Minerals, Natural and Synthetic; and
- (10) FSC 9630, Additive Metal Materials.

“Place of manufacture” means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

(b) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly—

- (1) ☐ In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or
- (2) ☐ Outside the United States.

(End of provision)

#### L.4 AUTHORIZED CONTRACTOR ADMINISTRATOR

If the offeror does not fill-in the blanks below, the official who signed the offer will be deemed to be the offeror's representative for Contract Administration, which includes all matters pertaining to payments.

Name:
Telephone Number:
Address:

#### L.5 652.228-70 DEFENSE BASE ACT – COVERED CONTRACTOR EMPLOYEES (JUN 2006)

(a) Bidders/offerors shall indicate below whether or not any of the following categories of employees will be employed on the resultant contract, and, if so, the number of such employees:

Category	Yes/No	Number	
(1) United States citizens or residents			
(2) Individuals hired in the United States, regardless of citizenship			
(3) Local nationals or third country nationals where contract performance takes place in a country where there are no local workers' compensation laws		local nationals:	
		third-country nationals:	

(4) Local nationals or third country nationals where contract performance takes place in a country where there are local workers' compensation laws		local nationals:	
		third-country nationals:	

(b) The Contracting Officer has determined that for performance in the country of Turkey –

- ☐ Workers' compensation laws exist that will cover local nationals and third country nationals.
- ☐ Workers' compensation laws do not exist that will cover local nationals and third country nationals.

(c) If the bidder/offeror has indicated "yes" in block (a)(4) of this provision, the bidder/offeror shall not purchase Defense Base Act insurance for those employees. However, the bidder/offeror shall assume liability toward the employees and their beneficiaries for war-hazard injury, death, capture, or detention, in accordance with the clause at FAR 52.228-4.

(d) RESERVED

(End of provision)

**ATTACHMENT #1a**

**SCOPE of WORK for  
RENOVATION of CMR SWIMMING POOL BATHROOMS**

**A. Description of Work**

There are two (2) bathrooms for men and women in the CMR swimming pool facility that are in poor repair/rehabilitation and require upgrades. This project will consist of removing all toilets, showers, urinal, sinks, mirrors, changing room and toilet partitions, light fixtures, exhaust fans and all associated hardware. All wall and floor tiles (ceramic and vinyl) will be removed and prepared for new wall and non-slip floor tile installation. New toilets (wall mounted) and flush valves will be installed. A new sink vanities and cabinets will be installed with all necessary faucets, traps and other plumbing fittings. The old urinal and flush valve, mirror, soap dispensers, toilet paper holders, paper towel holder and radiator will be replaced with new ones. New light fixtures will be installed on the ceiling and over the mirror. A new exhaust fan will be installed and wired to operate with the lights. All wires will be run in metal conduit and concealed in the walls and ceiling. All pipes will be concealed in the wall. The walls and ceilings will be painted.

Please provide catalogs and samples for floor and wall tiles, toilet partitions, toilets, flush valves, faucets and vanities for the Embassy to make a selection. All materials will be medium to high quality, made in Turkey. Please provide an example of the new exhaust fans and light fixtures. The Embassy will choose the color and design for all new materials. All removed materials will be returned to the Embassy.

**B. Work Tasks**

- ❖ Remove all fixtures, vitreous, floor and wall tiles, urinal, light fixtures, mirrors, paper towel holders, toilet paper holders, soap dispensers, toilet and locker room partitions (cubicles), exhaust fans in the rooms and deliver to CORs' approved location.
- ❖ Provide and install new wall hung water closet (VITRA Water Jewels or approved equal) with concealed push-to-flush gravity water tank c/w all accessories, seat cover (slow closing type) and intermediate stop valves.
- ❖ Provide and install urinal (VITRA Arkitekt or approved equal)/flush meter in men's bathroom.
- ❖ Construct partitions (with green color sheetrock or cement sheet) for the toilets and showers.
- ❖ Provide and install new partitions/cubicles (with aluminum panel or HDPE) for the locker room with all mechanisms working properly. Make sure all anchoring metal pieces and hangers are stainless steel and non-rusting.
- ❖ Construct for the locker room.
- ❖ Provide and install new ceramic wall tile in sink, urinal and water closets area, from floor to top of partitions.
- ❖ Provide and install new, Embassy approved color and type non-slip ceramic floor tiles with best quality labor and material. Raise floor drain to match new floor level.
- ❖ Provide and install Embassy approved new LED light fixtures, above mirror and on the ceiling.
- ❖ Provide and install Embassy approved new speed and rotation controlled ventilation exhaust fan on the window/wall, connected to light switch, electric wires to be concealed in the ceiling in conduit. Patch ceiling to match existing texture.
- ❖ Install new vanities with two (2) sinks in counter (custom made with material Highmacs or equal) top and cabinet below to the bathrooms and one in mechanical room foyer.

- ❖ Build stand-alone storage cabinets with double doors in mechanical room foyer, specifications will be given during site visit.
- ❖ Provide and install Embassy approved new paper towel holder, toilet tissue holder, soap dispenser (foam type), trash can and W.C. brush near each toilet.
- ❖ Provide and install Embassy approved new mirrors with overhead light fixtures to the bathrooms.
- ❖ **All the walls, ceiling and trim are required to be finished and painted with non-lead water-based paint approved by USG.**
- ❖ All the material and labor should be the best quality and COR approved in advance
- ❖ Provide and install one each new panel type electrical heating radiators(2000W) to the ladies, men bathrooms and mechanical room.

**C. Protection of Work**

All work, fixtures, materials and equipment shall be protected at all times. All fixtures and equipment shall be adequately covered and protected against dirt, water, chemical or mechanical injury. The CONTRACTOR shall make good at his own expense any and all damage caused directly or indirectly by his workmen, or by his failure to properly protect his work or existing systems. All work shall be thoroughly cleaned and left in an unblemished condition at the completion of the work.

**D. Cutting and Patching**

The CONTRACTOR shall be responsible for the correct locations, size and proper construction of all openings. In the absence of special drawings or information, he shall obtain all the necessary information from the proper sources proceeding with any work which may be affected thereby.

Floor and wall openings shall be used where provided. Additional cutting and patching where required for completion of the work shall be done by the CONTRACTOR. No cutting and patching shall be done without prior approval of Contracting Officer Representative (COR). After installation, all openings shall be patched and finished to match the surrounding surfaces.

**E. Contractor's Use of the Premises**

- ❖ The Contractor shall have access only to those portions of the facility directly affected by the work. At all times, work must be scheduled with and coordinated through the COR.
- ❖ Portions of the site beyond areas on which work is indicated are not to be disturbed. Conform to Post regulations affecting the work site while engaged in project construction.
- ❖ The work of this Contract, besides the actual construction, includes coordination of the entire work of the project, including preparation of general and detailed coordination drawings, diagrams and schedules, materials management and control of site utilization, from beginning of construction activity through project completion.
- ❖ Any unavoidable interruption or disruption of a utility or a facility shall be with the prior written approval of the Project Director who shall be notified in writing by the Contractor not less than three (3) days prior to the proposed interruption or disruption. The interruptions or disruptions shall be selectively phased, scheduled at approved times, be of approved durations and shall affect only the approved segments of work in a way to cause minimum impact or inconvenience to the Post. Complete outage of the electric power supply of the entire residence or building, or blanket power outage of a major segment of a section of the residence or building shall not be permitted.
- ❖ The Contractor shall have use of the site and must coordinate his use with the needs of other concurrent projects, if any, as well as ongoing residence functions.

- ❖ The Contractor shall use only the designated entrances, routes, stairs and windows to move his men, materials and equipment.
- ❖ The facilities used by the Contractor shall be restored to the quality of original condition as a minimum as determined by the COR. It shall be the Contractor's responsibility to establish the conditions of the facilities before using them.
- ❖ Prior to starting any work, the contractor will establish a "punch list" showing all existing damages and defects to existing finishes which are beyond the scope of this project. This list will be reviewed in a joint inspection with the COR.
- ❖ The Contractor shall remove, protect, store and return or replace to their original condition and location any items removed or disturbed by the Contractor's actions. The streets and sidewalks enclosed or damaged shall be restored to the quality of their original condition as a minimum as determined by the COR.
- ❖ The Contractor shall advise the COR in writing three days in advance of the need regarding any area of the project that the Contractor wants vacated.
- ❖ Prior to site move in, the Contractor shall submit and obtain COR's approval to a contractor's site facility, parking, utilities and the staging and storage plan. The plan shall be based on a general area designation plan provided by the US Government.
- ❖ Safe and free access from and to all site stair exits and other regular, fire or emergency exits shall be maintained at all times.

**F. Contractor's Working Practice**

- ❖ The workweek may not include Saturdays and Sundays on a regular basis unless directed otherwise by the COR.
- ❖ With prior approval of the COR, it will be permissible for the Contractor to include the nighttime hours in his workweek schedule. 2015 Embassy Holiday schedule is attached for Contractor's information.
- ❖ Under unusual or exceptional circumstances or in cases of emergencies, upon written request from the Contractor justifying such an action, the COR may exercise discretion to waive, to the extent feasible or practical, and subject to convenience, commitments, work load or schedule of the residence, in part or in full, some of the requirements of this Section, for durations or periods of time deemed appropriate by the COR. Such waiver shall be in writing by the COR.
- ❖ Notwithstanding the above, power outages may be scheduled 3 days in advance to occur on weekends and holidays, and/or after normal operating hours.
- ❖ Noise Control: Since Residence is to remain fully functional and operational during the duration of the contract, the Contractor's noise producing operations which, in the opinion of the COR, distract or disturb the Residence personnel to an unacceptable degree, shall be restricted or reduced to a level deemed acceptable by the COR or scheduled at a time of day specified by the COR.
- ❖ Dust Control: The Contractor shall be responsible to put into effect and implement an approved dust control program.
- ❖ The Contractor's trash chute shall be enclosed, and the container it empties into shall be fitted with a cover to minimize dust originating at the container. Water sprinkling of the debris and the container shall be provided during demolition. The Contractor shall take the necessary steps to minimize dust infiltration into the Post and the neighboring buildings, especially during the warm parts of the year when windows are kept open.
- ❖ Irrespective of the size of the room or the size of the patch work in the room, any room or area impacted by the Contractor's action shall be painted in its entirety as directed by the COR. All exposed areas of the exterior walls affected by the construction under the terms of this contract or

the Contractor's action shall be repaired and restored to a condition to blend with the adjacent areas to the satisfaction of the COR.

**G. Project Coordination**

- ❖ The work of this Contract includes coordination of the entire work of the project, including preparation of general and detailed coordination drawings, diagrams and schedules, and control of site utilization, from beginning of construction activity through project closeout.
- ❖ Prior to beginning any work activity the Contractor shall, provide the COR with complete information about the activity.
- ❖ The Contractor shall coordinate the physical locations and the space and alignment requirements of the mechanical, electrical and utility installations to be performed by various trades, specialized teams of user groups, and the Contractor.
- ❖ Prepare written records of all meetings between the Contractor and the COR and submit them to the COR within a 24 hour period after the meeting for his review and approval.
- ❖ Prepare coordination drawings where work by separate entities requires fabrication off site of products and materials which must be accurately interfaced. Coordination drawings shall indicate how work shown by separate shop drawings will interface and shall indicate sequence for installation. Comply with all requirements of the "Submittals" sections.

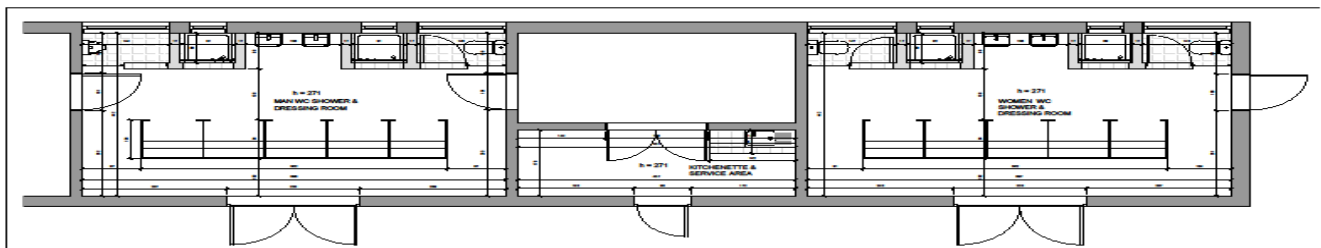
**H. Cleaning and Protection**

- ❖ Cleaning: Provide final cleaning of the Work at the appropriate time. Clean each surface or unit of work to the condition expected from a normal, commercial building cleaning and maintenance program. Comply with the manufacturer's instructions for operations.
- ❖ Complete the following cleaning operations before requesting the COR's inspection for certification of substantial completion.
- ❖ Remove labels which are not required as permanent labels.
- ❖ Clean transparent materials, including mirrors and glass in doors and windows, to a polished condition. Remove putty and other substances which are noticeable as vision obscuring materials. Replace chipped or broken glass and other damaged transparent materials.
- ❖ Clean exposed exterior and interior, hard surfaced finishes to a condition free of dust, stains, films and similar noticeable distracting substances. Restore reflective surfaces to their original reflective condition. Leave concrete floors broom clean. Vacuum carpeted surfaces. Clean, wax and polish hard floor finishes such as wood and vinyl.
- ❖ Wipe surfaces of mechanical and electrical equipment clean. Remove excess lubrication and other substances. Clean and disinfect plumbing fixtures to a sanitary condition. Clean light fixtures and lamps.
- ❖ Clean the project site, including landscape development areas, of rubbish, litter and other foreign substances. Sweep paved areas to a broom—clean condition; remove stains, spills and other foreign deposits. Rake grounds that are neither paved nor planted to a smooth even textured surface.
- ❖ Removal of Protection: Except as otherwise indicated or requested by the COR, remove temporary protection devices and facilities which were installed during the course of the work to protect previously complete work during the remainder of the construction period.
- ❖ Compliance: Comply with safety standards and governing regulations for cleaning operations. Do not burn waste materials at the site. Do not bury debris or excess materials on the Embassy property. Do not discharge volatile or other harmful or dangerous materials into drainage systems. Remove waste materials from the site and dispose of in a lawful manner.

- ❖ Where extra materials of value remain after completion of associated work, dispose of these materials to the Government's best advantage as directed by Contract Clauses and Conditions article entitled "Surplus Materials".
- ❖ The Contractor shall provide a final certification from local authorities (final building permit, occupancy permit, acceptance and sign off) if and when required by local code
- ❖ During handling and installation of work at the project site, clean and protect work in progress and adjoining work on the basis of continuous maintenance. Apply protective covering on installed work where it is required to ensure freedom from damage or deterioration at time of substantial completion. Clean and perform maintenance on installed work as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- ❖ To the extent possible through reasonable control and protection methods, supervise performance of the work in such a manner and by such means as will ensure that none of the work, whether completed or in progress, will be subjected to damage during the construction period.
- ❖ Existing utilities and equipment: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction.
- ❖ Prior to construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer and water service piping.

#### END OF THE SCOPE OF WORK

#### EXISTING LAYOUT OF BATHROOMS:





**ATTACHMENT #1b**

**SCOPE of WORK to REPAIR  
DETERIORATED TOP FLOOR LADIES AND MEN TOILETS OF  
ANNEX I**

**I. Description of Work**

There are two (2) toilets in the building at top floor of Annex I that require upgrades. This project will consist of removing all toilets, urinal, sinks, mirrors, radiators, toilet partitions, light fixtures, windows, exhaust fans and all associated hardware. All wall and floor tiles will be removed and all walls and floors will be prepared for new ceramic tile. New non-slip floor tile will be installed. New toilets will be installed. A new Hi-Macs or equal sink, vanity and cabinets will be installing with all necessary faucets, traps and other plumbing fittings. The old urinal and flush valve, mirror, soap dispensers, toilet paper holders, paper towel holder, and radiators will be replaced. New wall type or hanging style decorative light fixtures will be installed over the mirrors. A new electrical powered windows and exhaust fan will be installed and wired to operate with the lights. All wires will be run in metal conduit and concealed in the walls and ceiling. All pipes will be concealed in the wall. A storage cabinet will be installed in men toilets. This project requires the contractor to completely replace all drain and water lines back to the tie in. All pipes will conform to U.S. and Turkish codes.

Please provide catalog cuts and samples for exhaust fans and light fixtures, floor and wall tiles, toilet partitions, toilets, flush valves, faucets and vanities as shown on the drawings for the Embassy to make a selection. All materials will be high quality. The Embassy will choose the color and design for all new materials.

**J. Work Plan**

All plumbing fixtures will be replaced and new electrical water heaters will be installed under the sinks for producing hot water. The rooms will get new doors, cabinet and cupboard, mirror, one ground fault protected duplex outlet for each sink, light fixtures, new non-slip ceramic floor tile, a floor drain, wall tiles and exhaust fans. The each of the restrooms shall be properly ventilated. A minimum of 35 L/s exhaust is required for each water closet and/or urinal.

**General Tasks**

- ❖ Contractor to provide all materials, procurement and labor to perform all operations and work in accordance with the terms and conditions of this SOW.
- ❖ Working tools shall be made available in sufficient quantities and with all necessary equipment such as extension cord, spare parts and maintenance kits during the execution of the work.
- ❖ Protect all other premises of the house, equipment, vehicles and people from hazards resulting from work.
- ❖ Contractor shall prepare the floor plan layout/sketch and submit for approval inclusive all of materials samples (if necessary) and catalog cuts.
- ❖ All materials shall be presented for approval and consent of the owner prior to the purchase and/or implementation following the approval of the design drawings.

K. Work Tasks

- ❖ Dismantle/remove existing cabinets, partitions, shower stalls and walls, vanities, toilets, sinks, floor and wall tile, urinal(s), light fixtures, mirrors, paper towel holders, toilet paper holders, soap dispensers, toilet partitions (cubicles), exhaust fans, and radiator(s).
- ❖ Remove all plumbing fixtures, water and drain lines etc. back to the tie in to clear up the entire space in order to utilize new design and installation.
- ❖ Install new PPRC water and PVC drain lines; conceal all pipes in walls and ceilings where possible. **NOTE: All pipes will be protected from mortar/cement when walls and ceilings are repaired.**
- ❖ Perform wall ceramic tiling;
  - Provide and install new ceramic wall tile (VITRA 30x60 or equal) color and model will be approved by Embassy, from floor to ceiling.
  - Provide and install new non-slip ceramic floor tile (VITRA 30x60 or equal) color and model will be approved by Embassy, raise floor drain to match new floor level.
  - Raise floor of the restrooms so the finished floor is flush to the corridor and being on same level with the corridor elevation.
  - All ceramic tiling works for wall are to be carried in conformity with TS 202. Surfaces to be covered with tile shall be cleaned of all dirt, dust, plaster, oil, grease, wax, paint, or other foreign substances. Surfaces to receive tile set in mortar shall be kept saturated for 24 hours before tile is placed. Ready mix water resistive mortar is to be used. Tile joints shall be approximately 3 mm wide and accurately aligned for the integration with existing ones. The ready-made '+' elements shall be used at tile joints. For filling tile joints, ready-made filling mastic shall be used. The color and size of the tiles and tiles joints shall be same as existing.
- ❖ Provide and install new solid wood doors for entrance to the restrooms.
- ❖ Provide and install new wall hung water closet (VITRA Water Jewels or approved equal) with concealed water tank c/w all accessories, seat cover (slow closing type) and intermediate stop valves.
- ❖ Provide and install urinal and urinal partition (VITRA Arkitekt or approved equal)/ electric sensor.
- ❖ Provide and install custom made counter with material Hi-Macs or equal.
- ❖ Provide and install new wash basin (VITRA Water Jewels or approved equal) c/w trap, stop valves connection parts and chrome plated lavatory faucets.
- ❖ Provide and install new faucets (all lavatory faucets will be fitted with an aerator that delivers 0.5 gpm (1.9 Lpm) of water) with hot and cold water supplied and operated by electrical power.
- ❖ Provide and install wall mounted new electrical quick water heater on demand (will be installed under the sinks in both restroom).
- ❖ Furnish and install new aluminum or PVC windows with powered closer.
- ❖ Furnish and install new cabinets and shelves in male restroom as required for keeping cleaning materials and equipment of char force.
- ❖ Furnish and install new glass wall partitions - cubicles (5+5 Extra clear glass, painted laminate and tempered for each toilet with doors.).
- ❖ If there is any electrical outlet circuits, wires, cables and Panduit's are located on wall remove all of them than adapt & install back in place after new cabinets and counter installed.
- ❖ All necessary electrical extensions shall be implemented if it is necessary and new electrical circuits for lights, hand dryers, hot water heaters, and ground fault protected outlets (GFCI will be provided by Embassy) for each bathroom under the sink area will be installed. **NOTE: One ground fault protected duplex outlet will be installed for each sink.**
- ❖ Provide and install new light fixtures and exhaust fans in toilet.  
**NOTE: The exhaust fans will be wired** (electric wires to be concealed in the ceiling in conduit) **to the light circuit to operate in conjunction with the lights.**
- ❖ Install existing light fixtures, above mirror (will be new and provided by contractor) and ceiling.

- ❖ Paint ceiling and trim.
- ❖ Provide and install new panel type heating radiators.
- ❖ Provide and install new - VITRA Mod or approved equal – mirrors.
- ❖ Provide and install new hardware, i.e. soap dispenser, cleaning brush, trash bin, toilet tissue holder, and toilet paper holder as needed in each bathroom and toilet. The Embassy will approve the style of all hardware fittings.
- ❖ Any repair works that are necessary for the wall plastering shall be performed with ready mix mortars or on-site mixtures in conformity with TS EN 998-1. Sub base shall be cleaned and wetted before application.
- ❖ The one primer coat and two finish coats water based paint that will be applied over the ceilings and un-tiled portions walls ( if it is available) shall comply with TS 5808. All wall and ceiling painting materials will be 1st quality water base paint and color will be approved by Embassy.
- ❖ All materials and equipment incorporated into the project shall be new. The Contractor shall transport and safeguard all materials and equipment required for works.

**L. Protection of Work**

All work, fixtures, materials and equipment shall be protected at all times. All fixtures and equipment shall be adequately covered and protected against dirt, water, chemical or mechanical injury. The Contractor shall make good at his own expense any and all damage caused directly or indirectly by his workmen, or by his failure to properly protect his work or existing systems. All work shall be thoroughly cleaned and left in an unblemished condition at the completion of the work.

**M. Cutting and Patching**

The Contractor shall be responsible for the correct locations, size and proper construction of all openings. In the absence of special drawings or information, he shall obtain all the necessary information from the proper sources proceeding with any work which may be affected thereby.

Floor and wall openings shall be used where it is provided. Additional cutting and patching where required for completion of the work shall be done by the Contractor. No cutting and patching shall be done without prior approval of Contracting Officer Representative (COR). After installation, all openings shall be patched and finished to match the surrounding surfaces.

**N. Contractor's Use of the Premises**

- ❖ The facility itself is occupied and fully functioning as the U.S. Embassy. The Contractor shall have access only to those portions of the facility directly affected by the work. At all times, work must be scheduled with and coordinated through the COR.
- ❖ Confine operations at the site to the areas permitted under the Contract. Portions of the site beyond areas on which work is indicated are not to be disturbed. Conform to Post regulations affecting the work site while engaged in project construction.
- ❖ The work of this Contract, besides the actual construction, includes coordination of the entire work of the project, including preparation of general and detailed coordination sketch/drawings, diagrams and schedules, materials management and control of site utilization, from beginning of construction activity through project completion.
- ❖ A governing requirement of this contract is that, throughout the period of contract implementation, the Post must be able to carry out its regular functions and make normal daily use of premises and facilities, allowing only such adjustments as are strictly necessary for the accommodation of the ongoing construction.
- ❖ Uninterrupted supply of all utilities and facilities shall be maintained by the Contractor at all times at Post. Any unavoidable interruption or disruption of a utility or a facility shall be with the prior written approval of the COR who shall be notified in writing by the Contractor not less than two (2)

days prior to the proposed interruption or disruption. The interruptions or disruptions shall be selectively phased, scheduled at approved times, be of approved durations and shall affect only the approved segments of work in a way to cause minimum impact or inconvenience to the Post. Complete outage of the electric power supply of the entire Post or building, or blanket power outage of a major segment of a section of the Post or building shall not be permitted.

- ❖ The Contractor shall use only the designated entrances, routes and stairs to move his men, materials and equipment.
- ❖ The facilities used by the Contractor shall be restored to the quality of original condition as a minimum as determined by the COR. It shall be the Contractor's responsibility to establish the conditions of the facilities before using them.
- ❖ Prior to starting any work, the contractor will establish a "punch list" showing all existing damages and defects to existing finishes which are beyond the scope of this project. This list will be reviewed in a joint inspection with the COR.
- ❖ The Contractor shall remove, protect, store and return or replace to their original condition and location any items removed or disturbed by the Contractor's actions.
- ❖ Stacking or storing of any materials and equipment in hallways and passageways posing safety hazards or causing restrictions or constrictions to traffic flow or easy movement of the Post or the Contractor personnel, tools or equipment, shall not be permitted.
- ❖ Prior to site move in, the Contractor shall submit and obtain COR's approval to a contractor's site facility, parking, utilities and the staging and storage plan.
- ❖ The Contractor shall have use of the site and must coordinate his use with the needs of other concurrent projects, if any, as well as ongoing Post functions.
- ❖ Safe and free access from and to all site stair exits and other regular, fire or emergency exits shall be maintained at all times.

#### **O. Contractor's Working Practice**

- ❖ The workweek may not include Saturdays and Sundays on a regular basis unless directed otherwise by the COR.
- ❖ With prior approval of the COR, it will be permissible for the Contractor to include the nighttime hours in his workweek schedule. 2015 Embassy Holiday schedule is attached for Contractor's information.
- ❖ Under unusual or exceptional circumstances or in cases of emergencies, upon written request from the Contractor justifying such an action, the COR may exercise discretion to waive, to the extent feasible or practical, and subject to convenience, commitments, work load or schedule of the Post, in part or in full, some of the requirements of this Section, for durations or periods of time deemed appropriate by the COR. Such waiver shall be in writing by the COR.
- ❖ Notwithstanding the above, power outages may be scheduled 3 days in advance to occur on weekends and holidays, and/or after normal operating hours.
- ❖ Noise Control: Since Post is to remain fully functional and operational during the duration of the contract, the Contractor's noise producing operations which, in the opinion of the COR, distract or disturb the Post personnel to an unacceptable degree, shall be restricted or reduced to a level deemed acceptable by the COR or scheduled at a time of day specified by the COR.
- ❖ Dust Control: The Contractor shall be responsible to put into effect and implement an approved dust control program. .
- ❖ The Contractor's trash chute shall be enclosed, and the container it empties into shall be fitted with a cover to minimize dust originating at the container. Water sprinkling of the debris and the container shall be provided during demolition. The Contractor shall take the necessary steps to minimize dust infiltration into the Post and the neighboring buildings,

- ❖ Irrespective of the size of the room or the size of the patch work in the room, any room or area impacted by the Contractor's action shall be painted in its entirety as directed by the COR. All exposed areas of the exterior walls affected by the construction under the terms of this contract or the Contractor's action shall be repaired and restored to a condition to blend with the adjacent areas to the satisfaction of the COR.

**P. Project Coordination**

- ❖ The work of this Contract includes coordination of the entire work of the project, including preparation of general and detailed coordination sketches/drawings, diagrams and schedules, and control of site utilization, from beginning of construction activity through project closeout.
- ❖ Prior to beginning any work activity the Contractor shall, provide the COR with complete information about the activity.
- ❖ The Contractor shall coordinate the physical locations and the space and alignment requirements of the mechanical, electrical and utility installations to be performed by various trades, specialized teams of user groups, and the Contractor.

**Safety Requirements**

- ❖ US Government reserves the right to inspect the Contractor's work at any time to assure compliance with safety procedures. Should the Contractor violate any safety procedures or requirements, US Government reserves the right to issue a stop work order. The stop work order shall remain in effect until such time as the Contractor has resolved the violation. Responsibility for the stop work order shall rest solely with the Contractor with no cost or schedule impact to US Government.

**Q. Cleaning and Protection**

- ❖ Cleaning: Provide final cleaning of the Work at the appropriate time. Clean each surface or unit of work to the condition expected from a normal, commercial building cleaning and maintenance program. Comply with the manufacturer's instructions for operations.
- ❖ Complete the following cleaning operations before requesting the COR's inspection for certification of substantial completion.
- ❖ Remove labels which are not required as permanent labels..
- ❖ Clean transparent materials, including mirrors and glass in doors and windows, to a polished condition. Remove putty and other substances which are noticeable as vision obscuring materials. Replace chipped or broken glass and other damaged transparent materials.
- ❖ Clean exposed exterior and interior, hard surfaced finishes to a condition free of dust, stains, films and similar noticeable distracting substances. Restore reflective surfaces to their original reflective condition. Leave concrete floors broom clean. Vacuum carpeted surfaces. Clean, wax and polish hard floor finishes such as wood and vinyl.
- ❖ Wipe surfaces of mechanical and electrical equipment clean. Remove excess lubrication and other substances. Clean and disinfect plumbing fixtures to a sanitary condition. Clean light fixtures and lamps.
- ❖ Clean the project site, including landscape development areas, of rubbish, litter and other foreign substances. Sweep paved areas to a broom—clean condition; remove stains, spills and other foreign deposits. Rake grounds that are neither paved nor planted to a smooth even textured surface.
- ❖ Removal of Protection: Except as otherwise indicated or requested by the COR, remove temporary protection devices and facilities which were installed during the course of the work to protect previously complete work during the remainder of the construction period.
- ❖ Compliance: Comply with safety standards and governing regulations for cleaning operations. Do not burn waste materials at the site. Do not bury debris or excess materials on the Embassy property.

Do not discharge volatile or other harmful or dangerous materials into drainage systems. Remove waste materials from the site and dispose of in a lawful manner.

- ❖ Where extra materials of value remain after completion of associated work, dispose of these materials to the Government's best advantage as directed by Contract Clauses and Conditions article entitled "Surplus Materials".
- ❖ During handling and installation of work at the project site, clean and protect work in progress and adjoining work on the basis of continuous maintenance. Apply protective covering on installed work where it is required to ensure freedom from damage or deterioration at time of substantial completion. Clean and perform maintenance on installed work as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- ❖ To the extent possible through reasonable control and protection methods, supervise performance of the work in such a manner and by such means as will ensure that none of the work, whether completed or in progress, will be subjected to damage during the construction period.
- ❖ Existing utilities and equipment: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction.
- ❖ Prior to construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer and water service piping.

**END OF THE SCOPE OF WORK**

**ATTACHMENT NO. 2**

**SAMPLE LETTER OF BANK GUARANTY**

Place [       ]  
Date [       ]

Contracting Officer  
U.S. Embassy, [Post name]  
[Mailing Address]

Letter of Guaranty No. \_\_\_\_\_

SUBJECT: Performance and Guaranty

The Undersigned, acting as the duly authorized representative of the bank, declares that the bank hereby guarantees to make payment to the Contracting Officer by check made payable to the Treasurer of the United States, immediately upon notice, after receipt of a simple written request from the Contracting Officer, immediately and entirely without any need for the Contracting Officer to protest or take any legal action or obtain the prior consent of the Contractor to show any other proof, action, or decision by an other authority, up to the sum of [Amount equal to 20% of the contract price in U.S. dollars during the period ending with the date of final acceptance and 10% of the contract price during contract guaranty period], which represents the deposit required of the contractor to guarantee fulfillment of his obligations for the satisfactory, complete, and timely performance of the said contract [contract number] for [description of work] at [location of work] in strict compliance with the terms, conditions and specifications of said contract, entered into between the Government and [name of contractor] of [address of contractor] on [contract date], plus legal charges of 10% per annum on the amount called due, calculated on the sixth day following receipt of the Contracting Officer's written request until the date of payment.

The undersigned agrees and consents that said contract may be modified by Change Order or Supplemental Agreement affecting the validity of the guaranty provided, however, that the amount of this guaranty shall remain unchanged.

The undersigned agrees and consents that the Contracting Officer may make repeated partial demands on the guaranty up to the total amount of this guaranty, and the bank will promptly honor each individual demand.

This letter of guaranty shall remain in effect until 3 months after completion of the guaranty period of Contract requirement.

\_\_\_\_\_  
Depository Institution: [Name]  
Address: \_\_\_\_\_ Location: \_\_\_\_\_  
Representative(s): \_\_\_\_\_ State of Inc.: \_\_\_\_\_  
\_\_\_\_\_ Corporate Seal:  
\_\_\_\_\_

\_\_\_\_\_  
Certificate of Authority is attached evidencing authority of the signer to bind the bank to this document.

**ATTACHMENT NO. 3**

**UNITED STATES DEPARTMENT OF STATE  
BREAKDOWN OF PRICE BY DIVISIONS OF SPECIFICATIONS**

	DESCRIPTION	LABOR (USD)	MATERIALS (USD)	OVERHEAD (USD)	PROFIT (USD)	TOTAL (USD)
<b>RENOVATION of CMR SHOWER BATHROOM</b>						
1	Mobilization					
2	Removal of Debris					
3	Plumbing, Mechanical & Electrical Works					
4	Finishing Work					
5	Partitions & Cabinets					
6	Allowance					
	<b>TOTAL:</b>					
<b>RENOVATION of ANNEX I BATHROOMS</b>						
1	Mobilization					
2	Removal of Debris					
3	Plumbing, Mechanical & Electrical Works					
4	Finishing Work					
5	Partitions & Cabinets					
6	Allowance					
	<b>TOTAL:</b>					
	<b>GRAND TOTAL:</b>					

Offeror's Co.

Name: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_/\_\_/\_\_

Signature